

## Partner Information Form 2023-24

Please only complete this form if you live with your partner (either full time or part time).

*If you are applying to the **Warwick Hardship Fund** or the **International Student’s Emergency Fund**, you must have been through our triage process before submitting this form. If you have not done this, please submit an **Expression of Interest Form**.*

### TO BE COMPLETED BY THE STUDENT

Your full name: .....Student ID: .....

#### Please confirm which Hardship Fund you have been invited to apply to:

- Warwick Hardship Fund (WHF)
- International Student’s Emergency Fund (ISCF)
- International Students’ Childcare Fund (ISCF)

### TO BE COMPLETED BY THE STUDENT’S PARTNER

Your full name: .....Student ID (if applicable) .....

#### Your 2023-24 academic year income

*Please tick below to indicate the income you receive. For every item you have ticked **you will need to provide evidence** which clearly shows your name, the amount you received and the date. If you have any further means of income, not listed below, please provide details of this in the “Further Information” section at the end of this form. Your evidence needs to be applicable to the 2023-24 academic year.*

#### **2023-24 Academic Year Income**

##### **If you are also a student, please tick and provide the applicable:**

Maintenance Loan/Grant		Special Support Element/ Grant	
Adult Dependants’ Grant		Parents’ Learning Allowance	
Childcare Grant		Masters Loan/Doctoral Loan Notification	
NHS Bursary Notification and payment breakdown		Initial Teacher Training Bursary Notification	
Research Funding Council Award Notification		Scholarships / Bursaries (Not including the Warwick Undergraduate Bursary / Multicultural Scholars Programme / Warwick Scholars/Lloyds)	

##### **If you receive any of the following forms of income, please tick and provide the applicable:**

Payslips (from the start of the academic year)		Any other income (e.g., parental contribution, pensions, savings, tenants, sponsors, other loans). Please outline in “Further Information.	
Child Maintenance			

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### TO BE COMPLETED BY THE STUDENT'S PARTNER (continued)

2023-24 Academic Year Income (continued)			
If you receive any of the following government benefits, please tick and provide the applicable:			
Housing Benefit		Job-seekers Allowance	
Income Support		Employment and Support Allowance	
Universal Credit (breakdown of your monthly payments)		Other benefits (not including PIP or DLA). Please outline this in the "Further Information" section.	
Tax Credit Award Notice (s) from the start of the academic year			

### Your Current Financial Situation

Please complete the below table with information regarding **all** bank accounts you have (including any/all account types such as international accounts, savings accounts, ISA's, trading/cryptocurrency accounts etc, even if these accounts have £0 or no transactions within the last 3 months). You will need to provide 3 months of bank statements for all accounts held (up to the date prior to submission of the student's hardship application).

<u>Type/Name of Account</u>	<u>Bank Name</u>	<u>Latest Balance</u> <i>(if you are in your overdraft, please indicate this by adding a "-" in front of the balance)</i>	<u>Overdraft Limit</u> <i>(if applicable)</i>
		£	£
		£	£
		£	£
		£	£
		£	£
		£	£

**Do any of the above accounts have an interest-bearing overdraft?** If yes, please outline them below:

If you have any further accounts, please list them in the below "Further Information" section.

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### TO BE COMPLETED BY THE STUDENT’S PARTNER (continued)

Please complete the below table with information regarding all debt(s)/ loans(s) (excluding student loans)/ store card(s)/credit card(s)/arrears (e.g. council tax or utility). You will need to provide your most recent statement of any of these. If you are a student yourself and have received a maintenance loan overpayment, please outline this below and provide evidence of your overpayment from Student Finance England.

<u>Type of Debt</u>	<u>Company/Creditor</u>	<u>Balanced Owed</u>	<u>Credit Limit (if applicable)</u>
		£	£
		£	£
		£	£
		£	£
		£	£
		£	£
		£	£

If you have any further debts, please list them in the below further information section. If you have any repayment plans set up, please also outline this in the “Further Information” section. Finally, if you have received debt advice or debt counselling, please indicate this in the “Further Information” section and provide evidence of your Debt Management Plan.

### Your Expenditure

Please list below any expenditure you have in addition to any expenditure outlined by the student (your partner) on their hardship application. Please provide any relevant evidence of this expenditure. If you have any further expenditure, please outline this in the “Further Information” section.

<u>Type</u>	<u>Amount</u>
	£
	£
	£
	£
	£
	£

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### TO BE COMPLETED BY THE STUDENT'S PARTNER (continued)

#### FURTHER INFORMATION:

*If you have any further information regarding your income, bank accounts, debts, or expenditure, please outline this below:*

### PRIVACY STATEMENT – To be completed by the student's PARTNER

The legal basis for processing your personal data is consent, which is obtained through your completion of this form and signing of the below privacy statement. In signing the below, you also understand that this form and the supporting evidence you submit can be shared and discussed with your partner at their hardship appointment.

We are required to send some of the information we hold about registered student applicants to HESA (the Higher Education Statistics Agency). If you want to know more about how HESA uses the data, please see their privacy policy found here: <https://www.hesa.ac.uk/about/regulation/data-protection>

The University of Warwick is the Data Controller of any information you have entered on this form and is committed to protecting the rights of individuals in line with Data Protection Legislation. The University's Data Protection webpages provide further information on your rights and how the University processes personal data. These can be found at:

<https://warwick.ac.uk/services/legalandcomplianceservices/dataprotection/privacynotices/>

Please submit any data subject rights requests to [infocompliance@warwick.ac.uk](mailto:infocompliance@warwick.ac.uk) or address any complaints or suspected breaches to the University's Data Protection Officer at [DPO@warwick.ac.uk](mailto:DPO@warwick.ac.uk).

In signing and submitting this form, I can confirm that I have read and understood the above privacy notices and statements.

Signed: .....

Print Name: .....

Date: .....

**Please attach this form, along with all required evidence, to the student's hardship application.  
Alternatively, this form and relevant evidence can be sent to us via email:  
[studentfunding@warwick.ac.uk](mailto:studentfunding@warwick.ac.uk)**